



## City of Georgetown

***THE CITY OF GEORGETOWN IS CURRENTLY ACCEPTING APPLICATIONS FOR POLICE OFFICER: APPLICATIONS CAN BE OBTAINED ONLINE AT [GEORGETOWNKY.GOV](http://GEORGETOWNKY.GOV) OR AT 100 COURT STREET GEORGETOWN, KY 40324.***

### **POLICE OFFICER**

EQUAL OPPORTUNITY EMPLOYER

DRUG FREE WORKPLACE

AFFIRMATIVE ACTION PROGRAM M/F/D/V

### **GENERAL DUTIES AND RESPONSIBILITIES:**

**Essential:** Patrols a designated area of the City on foot and in cruiser during assigned shift to enforce federal, state and local laws, administrative regulations and ordinances. Responds to calls received during shift. Inspects businesses and residences as requested or scheduled. Investigates suspicious conditions and complaints. Makes arrests of persons found to be in violation of law; appears in court as necessary. Conducts or assists in the investigation of criminal or non-criminal incidents. Directs traffic and issues appropriate citations for law violators. Prepares and forwards required reports. Responds to requests for law enforcement service. Attends fires or traffic accidents and provides assistance as necessary. Maintains public order in crowds, parades, funerals or other public gatherings. Locates and recovers stolen property; locates wanted or missing persons. Issues citations for parking violations. Provides emergency first-aid. Operates appropriate police equipment as required. May serve as specialist in one major area of expertise in the police profession.

### **MINIMUM QUALIFICATIONS/REQUIREMENTS:**

**Training and/or Experience:** Graduation from high school or equivalent (GED) and ability to be certified by Kentucky Peace Officers Professional Standards.

**Knowledge:** Knowledge of federal, state and local laws, administrative regulations and ordinances. Knowledge of modern police principles, practices and methods. Knowledge of the geography of the City.

**Skills:** Skill in the use of firearms.

**Abilities:** Ability to remain calm in emergency situations and make accurate decisions after considering conditions. Ability to prepare accurate reports. Ability to establish and maintain effective working relationships with City officers and employees, other police departments/agencies and the general public.